

ITEMS DISCUSSED AT THE PREPROPOSAL CONFERENCE/SITE VISIT  
HELD ON SEPTEMBER 3, 2008 9:00 am  
FOR REPLACEMENT HVAC SYSTEM BUILDING 69 AND BUILDING 286  
Defense Distribution Depot Susquehanna (DDSP)

1. Contractors were reminded that their company must be registered in the Central Contractor Registration database for their proposal to be considered for award. Information concerning registration is contained in the solicitation package.
2. Contractors were reminded that their company must complete annual representations and certifications electronically via the Online Representations and Certifications Applications (ORCA) website. Information concerning this requirement is contained in the solicitation package.
3. Contractors were instructed that all questions concerning this project must be sent in writing to the contracting office. Questions may be sent via email to [donna.kautz@dla.mil](mailto:donna.kautz@dla.mil) or via facsimile to 717-770-7591.
4. Contractors were reminded that the size standard for the North American Industry Classification System (NAICS) code (238220) for this acquisition is \$13.0M (average annual gross revenue for the last 3 fiscal years).
5. Contractors were reminded that proposals may be mailed or hand-delivered. Proposals will not be accepted via facsimile transmission. Proposals must be received by 2:00 pm on the bid opening date of September 22, 2008.
6. The Government provided an opportunity for all contractors attending the pre-proposal conference/site visit to view the project work area.

END